



**PARKS AND RECREATION COMMISSION
Minutes of Regular Meeting of September 5, 2018
City Council Chambers, One Twin Pines Lane, Belmont, CA**

CALL TO ORDER: 7:05 PM.

ROLL CALL

Commissioners Present: Block, Bortoli, Cotten, Foehr, Fox, Hosmer, Raddavero, Mittelstadt, Michaels

Staff Present: Parks and Recreation Director Shearer, Office Assistant II Gonzalez

PLEDGE OF ALLEGIANCE

Led by Chair Mittelstadt

COMMUNITY FORUM (Public Comments)

Belmont resident Bob Krainz asked about having a local archery range located in Belmont.

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

Commissioner Bortoli announced the Senior Advisory Committee welcoming protocol meeting was rescheduled to early October. The lunch program has been succeeding, due to great efforts from the volunteers.

Commissioner Cotten announced National Night Out was well attended and the community had reviewed and given feedback on the O'Donnell Park project.

Commissioner Michaels thanked the Parks and Recreation Department for on-going summer camps and Park Boosters for the series of concerts throughout the summer.

Commissioner Raddavero announced Youth Advisory Committee and Volunteers Outreach Involvement Community Events & Services applications are out now to apply.

Commissioner Fox announced the utility boxes are being painted throughout Belmont.

Commissioner Mittelstadt announced Belmont Historical Society hours have changed. The new schedule of operation will be four Sundays each month and first and third Wednesdays.

CONSENT CALENDAR

July 18, 2018 Draft Minutes

ACTION: On a motion by Commissioner Bortoli, seconded by Commissioner Foehr, the minutes were unanimously approved. Commissioner Cotten commented his name was misspelled.

ITEMS OF BUSINESS

2018 Summer Season Recap

Director Shearer introduced Michael Moran, Recreation Supervisor, who presented a recap of the summer 2018 youth and teen programs. Moran commented in regards to Commissioner Raddavero's announcement that Youth Advisory Committee (YAC) and Volunteers Outreach Involvement Community Events & Services (VOICES) application deadline was last Friday. If applicants are interested, they can still email the Parks and Recreation Department. Moran highlighted the enrollment status, Camp SOAR statistics, increase in enrollment, photos of the recreation activities, camp survey reviews, and Counselors In Training (C.I.Ts) enrollment, the Teen Zone, and contracted camps.

Commissioners asked questions and comments about the presentation:

- In response to Commissioner Michaels, Moran stated the C.I.Ts age requirement is 12 years old, although it might be changed to 13 years old.
- In response to Commissioner Michaels, Moran stated the Teen Zone has more capacity and can double in size.
- In response to Commissioner Michaels, Moran responded that he could follow-up in regards to revenue generated by each contractor.
- In response to Commissioner Michaels, Moran stated that early camp SOAR registration will open January 9th, and aquatics enrollment will open February 1st. Camp SOAR hours have been revised to 7:30am-5pm instead to 9am-5pm.

Presentation of Final Design for ADA and Other Improvements to Playground Equipment and Surfacing at O'Donnell Park

Director Shearer presented the final design of Option A for O'Donnell Park Playground. Shearer commented that some of the changes from the previous design are the poured in place, rubber surface material, and the refinement of the separation of the swing area and fall zones of the play structure.

Commissioners asked questions about the presentation:

- In response to Commissioner Block, Director Shearer said that the changes included musical elements being removed and additional play equipment being included.
- In response to Commissioner Raddavero, Director Shearer said that there is not an estimated completion time of the O'Donnell Project.

Commissioners shared comments on the presentation:

- Commissioner Fox, Foehr, Michaels, Cotten, Block appreciated the changes made and are looking forward to the newly renovated park.
- Commissioner Bortoli shared that he is content to see the musical elements were removed.

ACTION: On a motion by Commissioner Cotten, seconded by Commissioner Fox, the Parks and Recreation Commission unanimously recommended design Option A for O'Donnell Park for both age groups to move forward to City Council.

Update on Summer Off-Leash Hours at Barrett Community Center

Director Shearer briefly shared the history behind the pilot program of the Off-Leash Dog Hours at Barrett Community Center. Last spring the pilot program was approved; the morning hours started in March and the evening hours ran June 15th to August 15th. City staff installed fencing and signage before the start date for safety concerns. The department then held a kick-off event to explain the process and to remind the community that the evening hours would be ending August 15th. Shearer said community feedback was received in regards to extending the hours. Shearer shared that there

were issues of the off-leash hours: dog waste left behind, vandalized signage, and minor incident reports.

Commissioners asked questions about the update:

- In response to Commissioner Raddavero, Director Shearer stated there are no shovels due to having grass at Barrett Community Center.
- In response to Commissioner Raddavero, Director Shearer shared that there were three incidents with the police, two incidents with staff and one incident with a partner at Barrett.
- In response to Commissioner Raddavero, Director Shearer said that due to the youth sports, school, and classes starting, the pilot to ended evening hours on August 15th.
- In response to Commissioner Fox, Director Shearer said there was a dog waste increase when the evening hours became more favored although since the evening hours have been over, there is still a significant amount of dog waste being left behind.
- In response to Commissioner Foehr, Director Shearer stated the condition of the field has not changed since the dog off leash hours began.
- In response to Commissioner Foehr, Director Shearer stated that Barrett field is in use on Saturdays 8am-8pm and Sundays 9am-8pm for games.
- In response to Commissioner Michaels and Cotten, Director Shearer stated the incidents were in regards to dog off leash times and between two dog owners and the incidents with the Police Department were only warnings.
- In response to Commissioner Cotten, Director Shearer responded stating that the incidents with the Police Department were only warnings.
- In response to Commissioner Block, Director Shearer stated that we should wait until a year after the pilot to consider changes.

Community Public Comments:

- Belmont resident Marina Perry was in favor of not having it as a pilot and having more time in the evening.
- Belmont residents Clarissa Naftzger, Robin Zimmermann, and Deborah Covell were in favor of having evening hours on the weekends, and extending morning and evening hours.
- Belmont resident Deborah Covell suggested having grass or astroturf at Cipriani Park.
- Belmont resident Sergio Raddavaro expressed an interest in having the pilot continued and accepting for extending the hours.

Commissioners shared comments about the update:

- Commissioner Raddavaro suggested having a double gate installed. Director Shearer responded that locking the gates would be possible.
- Commissioners Raddavaro, Hosmer, Fox, Bortoli, and Michaels suggested improving and potentially having astroturf or grass at Cipriani Park.
- Commissioners Hosmer, Fox, Foehr, and Cotten suggested extending the off-leash hours.
- Commissioner Foehr expressed concerns about inclement weather and fields recovery.
- Commissioners Cotten and Mittelstadt suggested having additional, more visible signage.
- Commissioners Bortoli and Mittelstadt suggested having a hotline for dog owners to call to check the accessibility of the field.
- Commissioner Michaels suggested revisiting the pilot and in late winter/early spring of 2019 to assess the hours, dog waste, noise, community input, staff interactions, and to audit sports usage.

Bike Pump Track

Director Shearer provided an overview of the bike pump track. The bike pump track became a topic of interest in December 2016. So the commission formed a subcommittee to review potential locations which were narrowed down to five potential sites. Shearer presented a map of the possible sites. Commissioner Block added that the bike pump track came from the community interest, and there is open space throughout the City to accommodate one to bring positive interactions with the community among different age ranges.

Commissioners asked questions about the bike pump track:

- In response to Commissioner Cotten, Director Shearer said she had not yet communicated with Oracle in regards to using their land as a bike pump track location.
- In response to Commissioner Mittelstadt, Director Shearer stated that there is no funding.

Community Public Comments:

- San Mateo residents Michael McElamey and Chris Ketner, Palo Alto residents Elke MacGregor and Kida MacGregor, San Carlos resident Alistair Adams, Redwood Shores resident Avery Grewal, Local resident Patrik Michailov, and Belmont residents Quihn Felton and Chris March were in favor of a bike pump track.
- Belmont residents Paul Sheng and Elizabeth Grewal were in favor of the bike pump track located in Hidden Canyon or at Hallmark Park.
- Residents Dillion Ristow and Jarrod Ristow, San Carlos residents Blaise Baker and Cameron Adams were in favor of a pump track at Hallmark Park.
- Redwood City resident Paul Serra, Belmont residents Aaron Faupell and Erick Burton, San Mateo residents John Carter and Matt Leonard were in favor of the bike pump track at Hidden Canyon.

Commissioners shared comments about the bike pump track:

- Commissioner Raddavero expressed support for Hidden Canyon and the Sports Complex.
- Commissioners Hosmer, Fox, and Foehr commented that the Hidden Canyon and Hallmark Park are potential locations but they would have to factor in that they are neighborhood parks.
- Commissioner Hosmer expressed support for the Sports Complex options due to it originally being an athletic facility.
- Commissioner Foehr expressed support for the Sports Complex and due to no neighborhoods being nearby and it not being often used.
- Commissioners Michaels, Block, and Mittelstadt expressed support for Hidden Canyon although they wanted to be mindful of the community.
- Commissioner Michaels suggested having a pop-up bike pump track.
- Commissioner Cotten expressed support of option one and two at the Sports Complex.
- Commissioner Bortoli expressed support of option one at the Sports Complex.
- Commissioners Block and Fox suggest bringing back a potential location at the top of the fire road by Hallmark Drive.
- Commissioner Block suggested having groups that had done a bike pump track and help evaluate the potential locations.
- Commissioner Mittelstadt suggested early next year the bike pump track should become a priority and be taken it to the City Council for approval.

- Commissioner Michaels commented that the Twin Pines Park Master Plan will have an effect on the bike pump track.

Parks and Recreation Commission Priorities

- In response to Commissioner Raddavero, Director Shearer responded that the scoreboard is expected to be installed in November.
- In response to Commissioner Mittelstadt, Director Shearer responded the agreement with Ralston school district is still being re-negotiated, but she will follow up.
- In response to Commissioner Bortoli, Director Shearer stated the agreement is a draft right now, and she is trying to better define the agreement in regards to maintenance, revenue generated from city partners, and who would be responsible for the field maintenance.
- In response to Commissioner Foehr, Director Shearer stated that the planters and seating would be at Old Emmett House lot.
- In response to Commissioner Hosmer, Director Shearer responded that the Lodge would have new flooring and lighting and Cottage would have new lighting. Director Shearer commented that she would follow-up on when they will be executed.
- In response to Commissioner Michaels, Director Shearer responded Barrett Master Plan selection committee is Warren Lieberman, Julia Mates, Greg Scoles and herself.
- Commissioner Michaels suggested receiving an update on the Barrett Master Plan and possibly getting a Parks and Recreation Commissioner included after the selection of the architect.

OTHER BUSINESS / UPDATES

Department Reports

Director Shearer shared department updates:

- In response to Commissioner Michaels, Director Shearer said that she would follow-up in regards to the sub-committee meeting.
- Director Shearer shared a presentation with department highlights including: community outreach for the Twin Pines Master Plan, an online survey, utility boxes being painted, National Night Out was a success at O'Donnell Park and Davey Glen Park, the Girls Scouts' mural project at Alexander Park, the fields getting prepared for fall sports, the Teen Zones had their opening, Camp SOAR and the Seniors' lunch together, summer staff playing Laser Quest for an end of summer celebration, and AYSO's opening day is on September 8th.
- At the Sports Complex the Battle of the Badges will be on September 23rd between the Police and Fire Department.
- Movie Night is this Friday; COCO will be played; next Friday will be a Wrinkle in Time, and Throwback Thursday will be Ferris Bueller's Day Off on September 20th.
- Waterdog Run and Save the Music will be going on in October.
- The Poet Laureate will hold poetry readings at the Belmont Library every 3rd Thursday of every month.

ADJOURNMENT: 10:22 PM

Brigitte Shearer
Parks and Recreation Director